Policy Committee Meeting 9/29/08 September 29, 2008 Executive Director's Office, Dale 1 Building

Members present: Scott Perry, Anne Jerman, Terry Rowe, Patrick Kinner, Jessica Oski

## Ready for manuals

Mandatory Training Policy: Non-substantive update. No staff training required.

## Announce as In Development

<u>Grievance and Appeal Policy</u>: This policy will be revised, which will take time. Certain changes to the content of this policy need to be implemented earlier. Jessica will write a draft that includes these first-level changes, and we will review this draft at the October Work Group for consideration as an Interim change to the policy that will be in effect while the policy undergoes a broad and detailed review with legal aid and VP&A.

## For October Policy Work Group

<u>Grievance and Appeal Policy - INTERIM</u>: Explained above <u>Policy Development Guidelines</u>: Consider placing these guidelines in the Policy Manuals

## Other work on policies

Orientation and Conditions of Employment Policy: A draft which features non-substantive updates has been written and is being reviewed by Training and Education. This policy will be placed in the manuals when the review is complete. <a href="Dress Code Policy">Dress Code Policy</a>: Approved in September Governing Body. Not yet in manuals. This policy must go to AHS personnel who will advise us as to VSEA's potential involvement in a review.

Scope of Respiratory Services:

Medical Records:

Patient Access to Own Medical Record: